



The Summit Centre for Preschool Children with Autism

940 Prince Road
Windsor, ON N9C 2Z5
Phone: 519.255.1195
Fax: 519.255.9226
info@summitcentre.org
www.summitcentre.org

Service Consent

Parents need to give consent for our services, including

- What services we are providing to you,
- The costs,
- The privacy of your personal information.

CONSENT FOR TREATMENT

The Summit Centre provides early intervention services for preschool children with autism. We keep information about families, children, staff and volunteers private and confidential.

All discussions with staff and volunteers of The Summit Centre are confidential. Our staff and volunteers share information with each other as needed. When parents give informed consent, we share information with other service providers such as schools, physicians and funding agencies.

All children's records are the confidential property of The Summit Centre. This information may be entered into anonymous group databases for client and service reports, or to improve our services.

There are only a few exceptions to maintaining confidentiality, as required by law or public health and safety. These may include concerns about child protection, threats of violence, apparent misconduct by a member of the Regulated Health Professions, an order by a court or tribunal to release records, a review by a professional regulating body such as the College of Psychologists of Ontario; or a dire emergency in which confidential information may be necessary for a person's care. Even in these situations, we try to obtain informed consent from you when possible.

I agree to The Summit Centre providing treatment for my child with me/us as parents as set out above, which may include play groups, book clubs, Parent Support Group, Parent Training, or

other (specify) - **Play Group**-no cost at this time (September 2025)_____.

CONSENT FOR THE COST OF OUR SERVICES

Services have **user fees** based on ability to pay.

We will review fees with you before your child enters a program.

Some children receive Ontario Autism Program funding <https://www.ontario.ca/page/ontario-autism-program>. For children with OAP funding, the family agrees to apply the funds to their children's services at the Centre. The family is responsible to inform the Centre when they receive funding.

I agree to pay the user fees to The Summit Centre as set out above.

CONSENT FOR PERSONAL INFORMATION

I understand that to provide me and my child with services, The Summit Centre will collect some personal information about me (e.g., home telephone number, address, email address) and my child.

<https://www.summitcentre.org/privacy-policy>

I have reviewed The Summit Centre's **Privacy Policy** about

- the collection, use and disclosure of personal information,
- steps taken to protect the information, and
- my right to review my personal information.

I understand how the Privacy Policy applies to me. My questions about the Privacy Policy have been answered to my satisfaction. I understand that there are some rare exceptions to confidentiality.

I agree to The Summit Centre collecting, using and disclosing personal information about me and my child as set out above and in The Summit Centre’s Privacy Policy.

I/We understand that this consent is valid until withdrawn in writing by the undersigned.

I/We confirm that I/we have full power and authority to act on behalf of the above-named individual.

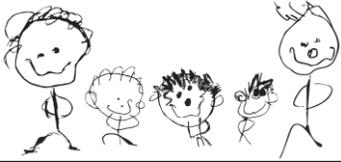
Child’s Name: _____ **Date of birth:** _____

(Signature of Parent/Legal Guardian)

(Witness)

PRINTED NAME: _____ DATE: _____

NOTES MADE BY THE SUMMIT CENTRE (include timing of service or start of new service)



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Registration for Play Group

Parent Name: _____ Child Name: _____

Child DOB: _____ Phone Number: _____

Email address: _____

Mailing address: _____

Autism Indicator: Child has formal diagnosis; who _____

note indicating suspicion of ASD; who _____

High Risk Factors – Circle all that apply

Risk factors for Autism Spectrum Disorder (ASD): –sibling diagnosed with autism –any other family members with autism –parent concern –prematurity –speech & language delays –multiple birth –low birth weight –genetic –regression (loss of skills)

Emergency Contact for Parent and phone #: _____

Any accommodations requested (i.e. communication, physical, etc.): _____

Known Allergies: _____

Preferred Items/Activities/ Toys

Dislikes

Any Behaviours of Concern (Triggers) _____

Rate how your child enjoys the following:

1 (loves) - 5 (dislikes)

Music/Circle 1 2 3 4 5 sits, holds items, favourite songs _____

Social/Group 1 2 3 4 5 sits close to friends, shares toys, not interested in others, interested but plays alone _____

Snack/Eating 1 2 3 4 5 sits while eating, uses utensils, eats well, picky eater, _____

Stories/Books 1 2 3 4 5 sits with you, flips pages, points to pictures, not interested _____

Gross Motor 1 2 3 4 5 jumps, climbs, runs, ball play _____

Crafts/Fine Motor 1 2 3 4 5 colouring, stickers, painting, cutting, have not tried, _____

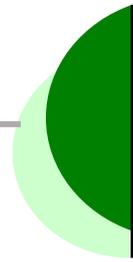
Sensory 1 2 3 4 5 water, playdough, rice bin, toys that light up, toys that spin, _____

To bring: a nut free snack & drink bathroom items diapers/clothes indoor shoes if needed a small hand held toy

Call to cancel if you are sick or unable to make it.



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Consent to Obtain/Release Information by Email

If you would like to receive emails & notifications –Please fill out

I/we _____ hereby give my/our permission for
Parent/Legal Guardian/Staff

information regarding _____ - _____
Name of Individual Date of Birth

be shared by email. The Summit Centre for Preschool Children with Autism staff may respond
to emails sent to them from: _____
Email Address of Person or Agency Individual

I understand that communication by e-mail has a number of risks which include, but are not limited to, the following:

- Backup copies of e-mail may exist even after the sender or the recipient has deleted his/her copy.
- E-mail can be received by unintended recipients.
- E-mail can be intercepted, altered, forwarded or used without authorization or detection.
- E-mail senders can easily type in the wrong e-mail address.
- E-mail can be used to introduce viruses into computer systems.
- E-mail can be vulnerable to hacking and privacy is not as secure as by phone or mail.

I understand that The Summit Centre for Preschool Children with Autism:

- cannot guarantee the security and confidentiality of e-mail communication
- will not be responsible for messages that are not received or delivered due to technical failure or for disclosure of confidential information unless caused by intentional misconduct
- takes precautions to protect the confidentiality of e-mail, such as safeguarding computers with password and using screen savers
- all e-mail from the centre contain a disclaimer

I/We understand that this consent is valid until withdrawn in writing by the undersigned.

I/We confirm that I/we have full power and authority to act on behalf of the above named individual.

Signature of Parent/Legal Guardian/Staff Date

Witness Signature Date

Even the smallest footsteps can cross great distances.

